

FLATHEAD COUNTY FAIR COMMISSION

Meeting minutes from May 11, 2017

The May 11, 2017 meeting was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

Roll call of members: Sam Nunnally, Mark Carlson, Wes McAlpin, Butch Woolard, and liaison member Pam Holmquist were present. Doug Wise was excused.

Staff present: Mark Campbell

Guests present: Sharon Askelson, Tammy Skramovsky, and Kim Thomas.

Agenda approval: Sam noted that the liability discussion scheduled for New Business would be moved forward.

Previous Meeting Minutes: Meeting minutes from April 13, 2017 were presented. Wes moved to approve the minutes as presented. Butch seconded the motion. All members were in favor.

Public Comment: Sam called for public comment. No public comment was heard.

Liability Insurance discussion: Tammy Skramovsky gave an overview and background of the County's requirements and why they are in place. She provided distinctions of products and services provided along with services provided on County property compared to the providers fixed location. Without workers compensation coverage, the service provider is viewed as an employee of the County. Auto coverage is also required with the Risk Committee giving some latitude on the levels needed based on risk. The County doesn't have that latitude on general liability or workers compensation coverage. What is the Fair's plan B for such services as the bullfighters? It is productive to have these discussions in advance. Sam asked why the other Counties in MT don't have the same levels of requirement. Mark shared that maybe half of the rodeos are produced by a committee rather than a municipality. Kim shared her role as the agent in supporting the County to be a safer place along with less risk. Flathead County is not covering workers compensation through MACO. Butch asked if the County self-insures. No, in general the County is not and not ready for that until a better loss-control process and history. General discussion about options and scenarios that could occur in the scope of Fair activities was held. The challenge lays within the broad scope of service providers the Fair uses, or would like to use, and getting them to abide with the rules. Montana statute limits general liability and conflicts with requirements of some sanctioning bodies and sponsors. Contracts written or accepted should stipulate our limitations rather than theirs. It was agreed that the discussion, early in the annual process, was very productive and helpful.

Manager's Report: Mark covered the Commissioners monthly report and provided an update on projects and activities. The Restroom and ADA design was reviewed by the City with no changes needed. Update of the 4H building improvements was reviewed. The Fair books are at the printer so entry process will open soon. Camping spaces are almost sold. Updates provided on commercial booth spaces, storage of RV's, and upcoming Grandstand tickets sales.

A financial report through March was shared. Revenues are at 91.7% and expenses at 80.5%. Approximately \$120,000 of expense authority until June with average of \$35,000 per month till June. It

was noted that portions of the revenues collected now are in advance and will be transferred to the next fiscal year. One half of the transfer in CIP funds is still to be reflected and will change the expense % for year. A projection of year-ending revenues and expenditures was discussed. A net of operations is estimated at this time to be \$79,597 which would be transferred to our reserves. Details of minor items were discussed and shared.

An overview of the Relay Race planning meeting was shared. Key areas to improve are coordination and communication. Butch concurred that our coordinator can get the job done with some guidance, oversight, and support. Only Fair staff, Board members, and Karla were in attendance but the review was very productive.

Committee and Director Reports: No committee or director reports were shared.

Old Business: Restroom ADA Project – a set of plans were available for review with details down to fixtures and finishes. The bid documents are subject to final review and authorization to advertise by Commissioners which is expected the first of June. All three projects are timed to start after Fair.

No further old business was brought forward.

New Business:

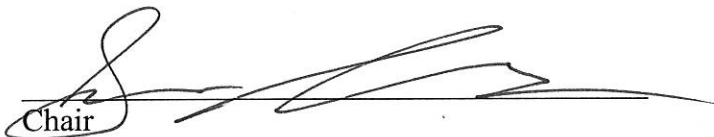
Grandstand tickets will go on-sale Thursday, May 18th with pre-sale of concert tickets only on May 17th. The radio commercial was shared. Concert is featured to start with and then push of rodeo in July and August.

No further new business was presented.

Adjournment: Wes moved to adjourn the meeting for a quick project walking tour at 7:51 pm, seconded by Mark. All were in favor.

Submitted by: mc

Approved as submitted:


Chair

6.15.17
Date